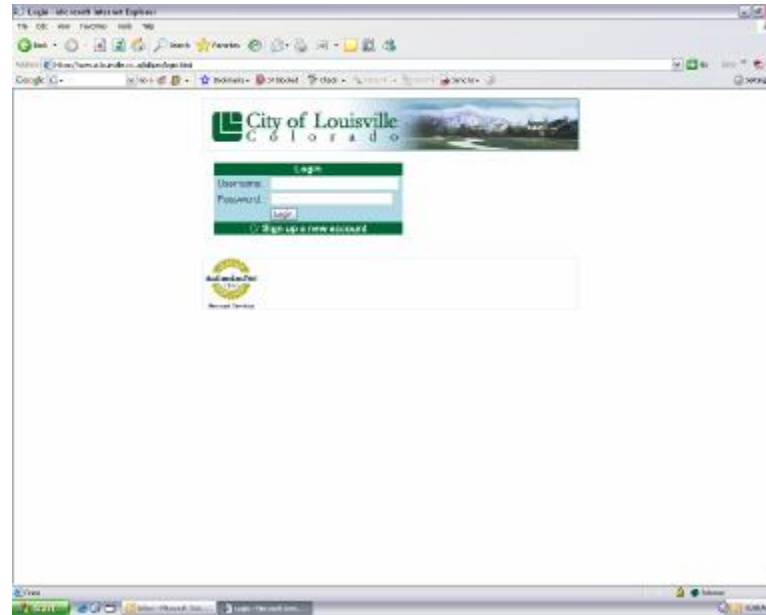


The City of Louisville is pleased to announce that you can now pay your utility bill on-line! Have your latest utility statement on hand and visit us at <https://www.ci.louisville.co.us/billpay/login.html>

Click on the words:

Or Sign up a new account

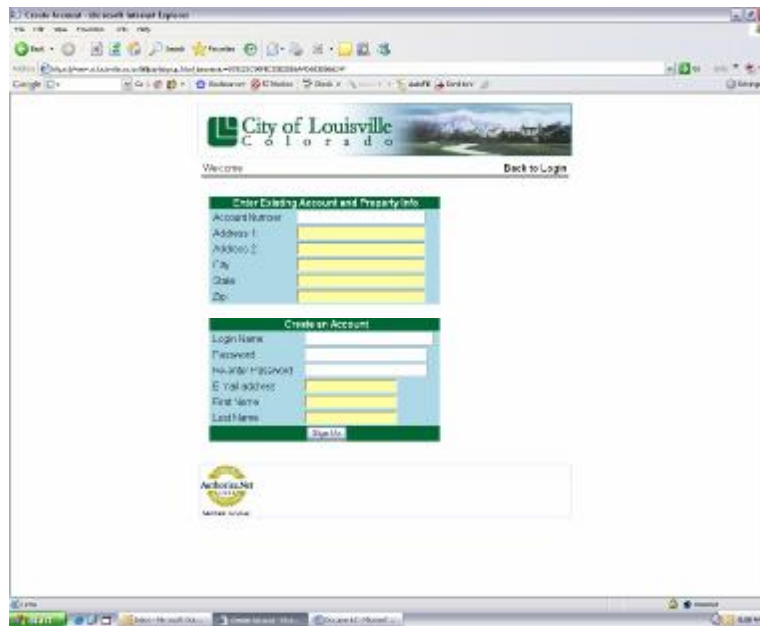


You will be taken to the next screen as shown below and will be asked to enter information from your statement.

- Enter your 1 – 5 digit account number
- **ENTER THE SERVICE LOCATION STREET ADDRESS EXACTLY AS IT APPEARS ON THE BOTTOM LEFT-HAND CORNER OF YOUR STATEMENT BELOW THE PERFORATION (THIS IS THE PROPERTY ADDRESS WHICH MAY DIFFER FROM YOUR MAILING ADDRESS)** Please do not use punctuation unless it is shown on your statement
- Enter City: Louisville
- Enter State: CO
- Enter Zip: 80027
- Create a login name and password
- Enter an e-mail address (if you would like to receive your bills via email after setting up your account online, please send a quick request to: [customerservice@ci.louisville.co.us](mailto:customerservice@ci.louisville.co.us) and mention that you now have set up an online account and you would like to receive future bills via email)

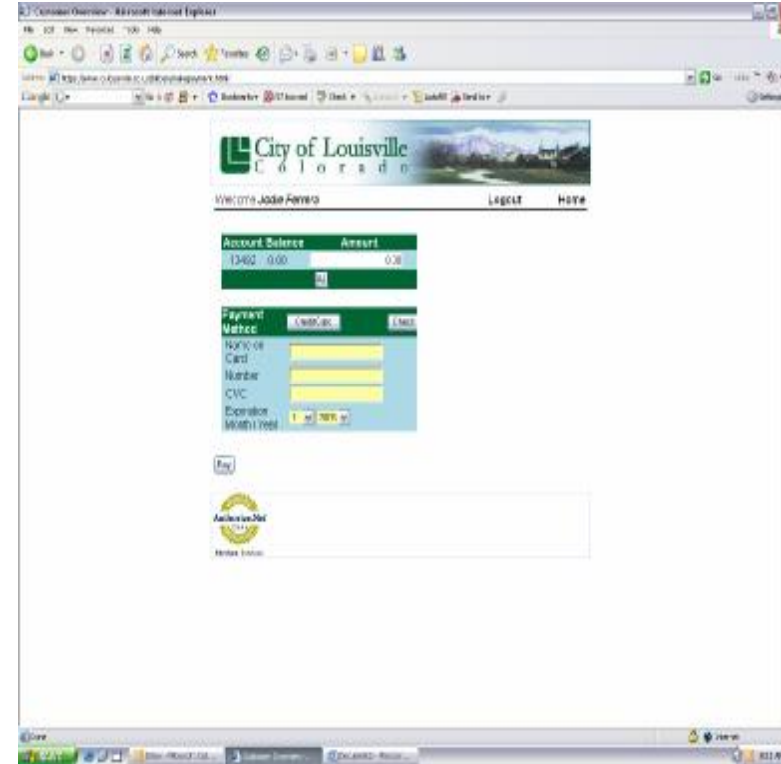
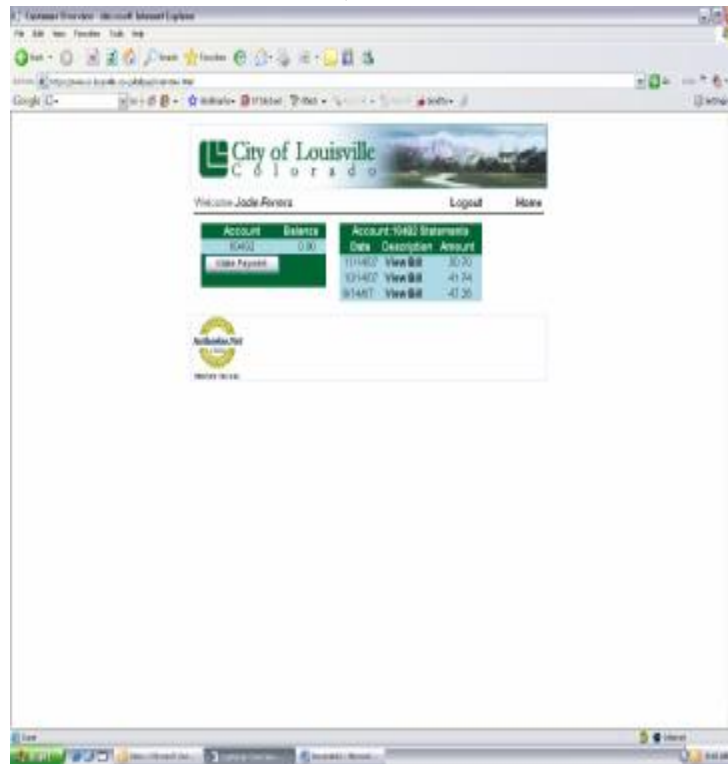
- Enter First and Last Name exactly as it appears on your statement
- Click on Sign Up
- If you get an error message, please try again after checking the following:
  - make sure that you do not use punctuation unless it is specifically shown on the bill bottom left corner
  - Spellings match (abbreviate where shown – spell full words out where shown – enter spaces between words as shown)
  - Try your 9 digit zip code instead of just the 5 digit 80027 (example: 80027-1111). If you are not sure of that number a quick pop over to the following link will provide that info: <http://zip4.usps.com/zip4/welcome.jsp>

Are you still receiving an error message? Zip a quick email to: [customerservice@ci.louisville.co.us](mailto:customerservice@ci.louisville.co.us) and include the phone number where you can be reached and we will get back to you just as soon as possible.

The screenshot shows a web browser window displaying the City of Louisville Colorado website. The page has a header with the city logo and a navigation bar. Below the header, there are two main sections: 'Create Account and Property Info' and 'Create an Account'. The 'Create Account and Property Info' section contains fields for Account Number, Address 1, Address 2, City, State, and Zip. The 'Create an Account' section contains fields for Login Name, Password, Repeat Password, E-Mail Address, First Name, and Last Name. A 'Sign Up' button is located at the bottom of the 'Create an Account' section. The website is powered by AnchorisNet, as indicated by the logo in the bottom left corner.

Once successfully logged in, you will be able to view your last three statements or make a payment. To make a payment, click on **Make Payment**

(See next screen below left)



You can either pay with a credit card or checking/savings account. You can pay the total balance due on your account by clicking the **All** button or you can manually enter the amount you would like to pay. Once all payment information is entered, you will click on **Pay**. (See next screen above right)

You will then get to confirm the amount you would like to pay. Once you click **Submit Payment**, you will receive a confirmation number. To end your session, click on Logout at the upper right.

